

RIVER OAKS HOMEOWNERS ASSOCIATION

Meeting Minutes of 14 November 2016

1. Call to order

Jeff Morey called the meeting of the ROHA to order at 7:05 pm on Monday, November 14, 2016 in the Conference Room at the Ashley River Fire Department.

Guest Speaker – Fire Chief Scott Inabinet. The Chief explained some information regarding the Summerville Journal Scene article regarding the takeover of the Ashley River Fire Department by North Charleston – see the article at goo.gl/Q65Qfs. Chief Inabinet stated that, at this time, there has been no further discussion but to contact George Bailey with any concerns. There was discussion regarding a letter to be written to Dorchester County Council regarding the status.

2. Roll call – Quorum attained

Name	Present	Excused
Kevin Bruch		X
Jeff Morey	X	
Darcia Hicks	X	
Michelle Jackson	X	
Anna Mitchel	X	
Paul Amarendran	X	
Ernie Kornahrens	X	
Dean Hinson		
Rhonda Long		
Bill Summer	X	
Sean Patrum	X	
Betsy Mitchum	X	
Dennis Shelters		
Ellen Sapp	X	
Cheryl Cannon	X	

Guest – Chief Inabinet- Ashley River Fire Department

3. Secretary's Report

Minutes from September were presented, Betsy Mitchum made a motion to accept and Ellen Sapp seconded and they were accepted as presented.

4. Treasurer's Report

A motion was made and seconded (no names recorded) to accept the Treasurer's report as presented with the change to correct the October Total deposits from \$2,928.75 to \$2,928.80. The motion passed. Treasurer's report, budget and aged accounts report are all attached. The proposed budget for 2017 was discussed. Darcia presented the draft and changes to be made include – removed 14,700 from the reserve funding and add a line item for internet services of 300.00. The draft budget will be added to the newsletter.

5. Unfinished business

- a. *Update regarding Executive Committee meeting with Halcyon* – meeting has not occurred. Executive Board will meet.
- b. *Message signs* – The permits have been obtained, the drawings have been submitted, and the deposit has been paid and Atlas will let us know this coming week when they can start work. Thanks to the committee members for making this happen!
- c. *Appian Way Drainage Ditch - Plat - TMS# 181-05-10-006* is owned by Mr. Rhodes at 5009 Willoway Circle. Betsy Mitchum talked with Monty Jones at the Delinquent Tax Assessor office on August 11th to find out about TMS# 181-05-10-006. Property is titled in John W Rhodes and Cathy Rhodes. Cathy Rhodes passed away on October 21, 2004 and Mr. Rhodes did not go through probate. Taxes have not been paid in several years. Property could not be sold because the Attorney for Dorchester County has it listed as a drainage ditch. Betsy told Mr. Jones that the HOA wanted to purchase the property in order to maintain the drainage ditch. The ditch has become overgrown and unsightly. Mr. Jones said he would write up a proposal and submit it to Dorchester County Council to allow the HOA to purchase property and also to credit off all back taxes. During the October Meeting, County Council voted to allow ROHA to purchase the land and credit off back taxes. On October 17th, Betsy and Kevin went to Mr. Rhodes and discussed the issue of property. Betsy and Kevin mentioned to Mr. Rhodes that he would need to reprobate his wife's will to get her name off the deed for the HOA to purchase the property. On October 25th, Mr. Rhodes talked to his attorney and told us it would cost him 2 to 3 thousand dollars. The cost is due to the fact that Mr. Rhodes had never initially probated his wife's will. A motion was made to write a letter to Mr. Rhodes to let him know that the HOA will work with him once the probate is complete or he will be responsible for clearing the ditch and will incur fees as applicable.

6. New Business

- a. *Executive committee meeting report* – We have 20 letters back as of 14 November. We need 27 homeowners to sign the letters and a third letter was mailed on 14 November. Michelle will check post office for additional letters. Darcia will work on a 4th letter to go out with stronger language and one that lays out the consequences of not approving the change to ROHA.
 - b. *Bylaws Committee* – Bylaw changes are done and will be in the next newsletter with the proxies for the January General Meeting.
 - c. *Community ARB and C and R's* – *Dean Hinson did not attend – no report for this month.*
 - d. *Community Advocacy Group* – Ellen Sapp provided the Dorchester County incident report. Burglary/Breaking and entering on Hainesworth on October 20th and the subject was arrested. Stolen license plate on Marsh Hall on October 25th. Lt. Barnhill reminded the community to lock vehicle doors and to light the outside of our home/yard.
 - e. *Community Maintenance* – *Paul Amarendran had sent separate email with status of neighborhood maintenance issues. It's attached at the end of these notes.* Thanks again to everyone for their help during the hurricane and afterwards to get the area cleaned up. Lawn O Green has notified ROHA that they will no longer be doing our lawn care effective November 30, 2016. Darcia has completed the Request for Quote and Michelle will send to four lawn care companies. Kevin will meet with the companies to do a drive through if needed.
 - f. *Community Outreach* – *Betsy Mitchum reporting.* The Thank a Vet flag program was very successful. The Community Outreach committee did an excellent job of getting the project done! Betsy would like to ensure that there are one/two wreaths on each of the entrance signs and asked the board for \$250.00. She has some items already but needs no more than \$250.00 to ensure that all neighborhoods have a decoration. Ellen Sapp made a motion fund no more than \$250.00 to provide wreaths to the entrance signs. Paul Amarendran seconded the motion and the motion passed.
 - g. *Communications Committee* – *Jeff Morey reporting.* The newsletter is in its final stages and should be ready to go out by the first week in December. After the first of the year, we will establish a committee to work on the new website and to see if we can utilize more electronic distribution of the newsletter.
7. Paul Amarendran made a motion to adjourn at 9:00 and the motion was seconded by Sean Patrum and approved.

Minutes respectfully submitted by Michelle Jackson, 11/20/2016. The next general meeting will be 12 December 2016.

Maintenance Committee Report included on next page

Treasurers Report included on next page

Maintenance Committee Report – Nov 2016:

Active members: Ernie Kornahrens, Sean Patrum, Dean Hinson, Kevin Bruch & Paul Amarendran

- 1) Barbed wire fence in Marsh Hall: I called the county water and sewer 832 0075 and reported that the fence post was bent. The answering service said that they would pass on the info. Called again on 10/19, no response! Called again today, 11/14; got to speak to someone but she transferred the call before I could get a name!

- 2) Leaning electrical cabinet on Park Forest Parkway: After SCE&G said it was not theirs, also, AT&T said it is not theirs. Knology (WOW) came by and said it is not theirs! (They charged me \$50 as “Truck Roll” on my statement; I had to call and reverse it!). Called Time Warner on 11/2 but no action! Called again today (11/14) another promise but no work order! Called Comcast 800 266 2278; tech support will call me. WO# ER039355335

- 3) No progress on patching shallow spots! Following roads have been requested of Councilman Bailey by Kevin Bruch for repaving: Porter Drive, Sumter’s Run, McCandy Lane and Landerwood Ct/Blakewood Ct.

Paul Amarendran

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Cell: 843 343 3986

amarendran@knology.net

3232 Landing Parkway

Charleston, SC 29420

RIVER OAKS HOMEOWNERS ASSOCIATION
TREASURER'S REPORT
 PERIOD ENDING OCTOBER 31, 2016

BB&T Operating Account – Ending Balance September 30, 2016	\$ 8,726.71			
BB&T Money Market Account - Ending Balance September 30, 2016		\$44,715.36		
Crescom Operating Account - Ending Balance September 30, 2016			\$29.94	
Crescom Money Market Account – Ending Balance September 30, 2016				\$9,986.18
Deposits Oct 1 – Oct 31, 2016				
2015-2016 Dues – Lock Box Deposits	\$ 688.75			
Previous Years Dues	\$ 0.00			
Late Fees	\$ 0.00			
Fines/Fees (C&R's/Legal Reimbursement)	\$ 0.00			
Voided Check	\$ 0.00			
Interest	\$ 0.00	\$ 11.36	\$ 0.00	.08
Audit correction	.05			
Total Deposits	<u>\$ 2,928.75</u>			
Balance	\$ 9,415.51	\$44,726.72	\$29.94	\$9,986.26
Expenses Oct 1 – Oct 31, 2016				
Check# 1093 Lawn-O-Green (Greens only)	\$ 2,500.00			
Check #1094 Halcyon Real Estate (Invoice/C&R)	\$ 1,123.00			
Check #1094 Postage	\$ 63.44			
Check #1094 Office Supplies	\$ 22.42			
Check #1095 Lawn-O-Green (Debris Cleanup-VOID)	\$ 2,240.00			
Check #1097 SCE&G	\$ 845.16			
Check #1096 Betsy Mitchum (Community Events)	\$ 447.94			
Check #1091 Betsy Mitchum (Community Events)	\$ 57.74			
Check #1092 Darcia Hicks (Postage/Envelopes-Marsh Side)	\$ 51.34			
Total Expenses	\$ 7,351.04	\$0.00	\$ 0.00	\$ 0.00
Transfer to Money Market				
Balances as of Oct 31, 2016	\$ 2,064.47	\$44,726.72	\$ 29.94	\$ 9,986.26

RIVER OAKS HOA
 BUDGET YTD Oct 31, 2016
 Source: General Ledger

Chart of Accounts	River Oaks HOA	2016 Budget	Year to Date	Remaining (Interest is averaged)	Assumptions (at time of budget approval)	Budget Clarifications/Notes
Income						
3010	Regime Fees	\$ 70,770.00	\$ 76,671.02	\$ (5,901.02)	674 Homes at \$105	
3050	Interest Income	\$ 10.00	\$ 105.22	\$ (95.22)		See aged Accounts for Breakdown of Late Fees/C&R's/Legal
3000	Total Income	\$ 70,780.00	\$ 76,776.24	\$ (5,996.24)		Money Market BB&T
Expense						
4010	Management Fees	\$ 13,476.00	\$ 11,230.00	\$ 2,246.00	Contract Fee of \$1,123 per month	
4020	Newsletter/Printing	\$ 1,800.00	\$ 597.10	\$ 1,202.90	Allowance	
4030	Office Expense	\$ 1,000.00	\$ 1,142.03	\$ (142.03)	includes invoice for dues/copies and envelopes	BET Lockbox billing
4040	Special Events	\$ 500.00	\$ 685.61	\$ (185.61)	Allowance	
4050	Postage/Bulk Mail	\$ 1,400.00	\$ 780.26	\$ 619.74	Based on 4 mailings per year and office mailings	
4051	Mail Box Fee	\$ -	\$ 51.00	\$ (51.00)	May decide to discontinue in 2016	
4052	Facility Use	\$ 100.00	\$ -	\$ 100.00	Allowance	
4060	Bad Debt	\$ 1,284.00	\$ -	\$ 1,284.00	Based on current overdue report	Church donation
4070	Bank Charges	\$ -	\$ -	\$ -	Checks ordered in 2015	
4080	Tax Preparation	\$ 250.00	\$ 200.00	\$ 50.00	Tax Return fee	
4090	Legal	\$ 1,000.00	\$ 385.00	\$ 615.00	Lien filings	
5020	General Maint Repairs	\$ 700.00	\$ 931.75	\$ (231.75)	Allowance	Board approved \$4,000 for collections - HOA F/C not possible
5030	Emergency Fund	\$ -	\$ -	\$ -	Allowance	Lighting Repair
5110/5150	Landscape Service	\$ 26,400.00	\$ 27,740.00	\$ 5,300.00	Contract Fee	2016 contract \$30,000 (\$3,600.00 increase + Ant Control service \$500.00 + \$2540 debris cleanup) 6,640 shortfall
5115	Fertilization and Weed Co	\$ -	\$ -	\$ -	Included in contract	
5130	Landscape Repairs	\$ -	\$ -	\$ -		
5160	Mulch/Pine straw	\$ 6,500.00	\$ 2,731.25	\$ 3,768.75	Based on current budget / 1000 bales est.	
5120	Pond Maintenance	\$ 1,500.00	\$ 750.00	\$ 750.00	\$125 per month for service	No Service July/Aug - No certified technician for service -CRED
6130	Improvements	\$ -	\$ -	\$ 4,788.74		Community Signs -
8110	Electric/Irrigation	\$ 9,500.00	\$ 8,434.59	\$ 1,065.41	Currently under budget/adjusted	Based on current average billing budget shortfall approx \$600.00
8130	Water/Irrigation	\$ 420.00	\$ 35.24	\$ 384.76	Based on current fees	Water service disconnected
9110	Insurance	\$ 4,000.00	\$ 4,038.00	\$ 12.00	Includes GL and D&O insurance	
9510	Property Taxes	\$ 400.00	\$ 104.89	\$ 295.11	Allowance	
9710	Reserve Funding	\$ 1,500.00	\$ -	\$ 1,500.00	Allowance	
	Total Expense	\$ 70,780.00	\$ 59,838.72	\$ 22,370.02		

Bank Balances 10/31/16	Projected Expenses November through December 2016
BB&T Operating	\$ 2,064.47
BB&T Money Market	\$ 44,725.72
Crescom Operating	\$ 29.94
Crescom Money Market	
Emergency Fund	\$ 9,986.26
Total	\$ 56,807.39

Projected Year End Balance
 (includes increased expenses for Landscaping, Assumes all budgeted lines will be exhausted with no additional income. Emergency fund balance deducted)

\$ **24,451.11** Year End 2015 was approximately \$26,524.12

River Oaks HOA Aged Accounts Report
Oct 31 2016

Aged Amounts for 2015 and Prior		Bal 2/29/16	
Assessments Due	\$ 22,601.25	\$ 28,572.50	No report prepared for Sept due to Hurricane Matthew
Late Fees	\$ 12,695.00	\$ 15,552.50	
Administrative Fees (Liens)	\$2,507.50	\$ 2,895.00	
C&R Fines	\$820.00	\$ 1,595.00	
Grand Total	\$ 38,623.75	\$ 48,615.00	

Aged Amounts for 2016			
Assesments Due	\$ 9,619.50	\$ 22,739.50	
Late Fees	\$ 5,810.00		
Administrative Fees (Liens)	\$ 3,900.00		
C&R Fines	\$ 9,150.00	\$ 1,595.00	
NSF Charges Owed	\$ 80.00	\$ 80.00	
Attorney Fees	\$ 4,600.00	\$ -	
Grand Total	\$ 33,159.50	\$ 24,414.50	

Total Aged Report Outstanding **\$ 71,783.25** \$ 73,029.50

Year-to-Date Collections

G/L Acct 3011 - Late Fees	\$ 3,434.27	
G/L Acct 3040 - Legal Reimbursement	\$ 807.78	
G/L Acct 3051 - C&R Violation Fees	\$ 2,004.40	
Total	\$ 6,246.45	<i>This amount is included on the Treasurer's Report account 3010</i>